

### ADULT EDUCATION & LITERACY SERVICES BRANCH

Charles A. Talbert, *Chief*  
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The Adult Education and Literacy Services Branch was formed in 1980 as the Adult and Community Education Branch. It was renamed the Adult Services Branch in 1992, and the Adult Education and Literacy Services Branch in 1993.

The Branch designs, tests, and runs literacy and instructional programs for adults. Classes in basic skills are offered in designated schools, during and after regular school hours. In addition to its basic and general adult education programs, the Branch also oversees the *Homeless Adult Literacy Program*, which teaches reading at homeless shelters and soup kitchens; *Project LEAP (Labor Education Achievement Program)*, which provides instruction at work sites and union halls; the *Maryland Adult External Diploma Program*, an alternative means for adults to get a high school diploma through assessment of their skills and competency; the *Literacy Works Program*, an interagency plan to eliminate illiteracy in Maryland by the year 2000; and the *Maryland State Adult Literacy Dissemination Center*, which tracks the progress of students and programs, conducts workshops and seminars, and distributes resource material.

For students ages 5 to 20, the *School-Community Centers Program* coordinates recreation and supplementary education before and after school. Other educational, vocational, employment and recreational programs are provided locally to youth and adults by the *Multi-Service Community Center Program*.

### CAREER CONNECTION BRANCH

Lynne M. Gilli, Ed.D., *Chief*  
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The Career Connection Branch began in 1981 as the Program Development and Operations Branch. In 1992, it was renamed the Career and Technology Services Branch. In 1995, the Branch assumed functions of the School-to-Work Transition Services Branch and was reorganized under its present name.

The Career Connection Branch assists local school systems with career and technology education. Programs cover agriculture, business and office education, consumer education, distribution and marketing, entrepreneurship, health occupations, home economics, postsecondary and adult programs, technology, teen parenting, trade and industry, and youth organizations. With local schools, the Branch also works on curriculum, and programs for students who are disadvantaged, or have disabilities or a limited command of English.

The Branch helps local school systems and community colleges teach students how to choose and prepare for a career. Beginning in kindergarten and continuing through grade 12, students are introduced to different

careers. Programs cover apprenticeships, career academies, and other school- and work-based projects. The Branch assists with programs on sex equity, single parents, displaced homemakers, and community organization projects.

### GENERAL EDUCATION DEVELOPMENT BRANCH

Mary Ann Corley, *Chief*  
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The General Education Development Branch was established in 1943. Formerly under the Division of Certification and Accreditation, the Branch was transferred to the Division of Career Technology and Adult Learning in 1992.

The Branch administers the *General Education Development (G.E.D.) Testing Program*. This program helps individuals attain a Maryland high school diploma. Tests are given on the second Saturday of every month at twenty-one test centers throughout the State. Applications to take the test are available from the General Education Development Branch or the adult education center of each local school system.

### PROGRAM SUPPORT SERVICES BRANCH

David S. Kimmel, *Chief*  
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The Program Support Services Branch organized in 1981 as the Support Services Branch. Renamed the Administrative Support Services Branch in 1992, it received its present name in 1993.

The Branch helps local school systems, community colleges, the Division, and other State agencies develop, finance, and administer career and technology education. The Branch also assists them with data analysis.

### CORRECTIONAL EDUCATION PROGRAM

John P. Linton, *Director*  
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In 1976, the State Department of Education first collaborated with the Department of Public Safety and Correctional Services on the Correctional Education Program. Administration and funding of correctional education transferred to the State Department of Education in 1978 (Chapter 22, Acts of 1978). The Program joined the Division of Career Technology and Adult Learning in 1992.

The *Correctional Education Program* offers academic and vocational instruction and library services to prisoners under the Division of Correction in the Department of Public Safety and Correctional Services. Instruction emphasizes preparation for the General Education Development (G.E.D.) examination. Inmates passing this exam are awarded high school diplomas. Within prisons, the Program also coordinates services of postsecondary institutions and other educational agencies.